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ABSTRACT

This paper describes the development of an automated authority control system for the Genealogical Society of Utah, which has large holdings of microfilmed records from many nations, including civil registration, parish registers, local records, and census records. The key function of the library is the identification of people. From the beginning, the task of the library's bibliographic control system has been to efficiently and correctly identify and make accessible the library's holdings. The catalog, now quite old, contains several eras of cataloging and includes subject cataloging, first introduced in the 1960s. Gradually modern cataloging techniques including authority files have been introduced into the control system. In the 1970s, a decision was made to go online with an interactive computer catalog system. Details of the computer's authority control operation and the authority control scheme are presented with numerous illustrations. Special features of the process include a name extraction program and a locality extraction program to allow users simplified entry into the genealogical files. (RAA)

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Automated Authority Control at the Genealogical Society of Utah

by

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PART I

COMPUTER CATALOG AUTHORITY CONTROL

Introduction

If you don't know anything about your ancestry, you really should try and find out. It is a most fascinating personal experience once engaged. Should you engage it, and the Genealogical Society of Utah has microfilmed some of the records in your country, chances are good that you will be led to use the Society's library and its catalog of those microfilms.

Most of the material microfilmed by the Society is located in government and private archives and consists of manuscript records of importance to research in genealogy. The Society, as a result, is providing access to, and preservation of, a unique segment of the world's information. This information would otherwise probably remain obscure. The Society's holdings, and thus its catalogs, are now very large, covering a vast store of microfilms of records from many nations. These have great service potential to many kinds of scholars as well as genealogists. Although much of that service potential is being used, much is yet to be tapped. This paper is a report on part of the important automation work being done to help bring this about, focusing primarily on authority control.

It could be difficult to understand some of the things being done at the Genealogical Society Library in regard to automation without some explanation of the nature of the library.

With the first donation of a few books in 1894, the Genealogical Society Library was begun. Many special events in its history and a lot of hard work have produced a wonderful collection of a very special nature. It contains over 1 million reels of microfilm of old manuscript records from archives all over the world. The book equivalent is approximately 4 million volumes of 300 pages each. In addition there are 135,000 volumes of genealogical and geographical works in book form. This collection of films and books is used by the public to identify their ancestry. Some of the record types are: civil registration, parish registers, land records, and census registers. These and other things are obtained on film when an archive contracts with the Society to have their records filmed. When microfilming the records of an archive, care is taken to preserve rights of privacy by observing appropriate cut-off dates. The holding archive receives a free copy of the film. In some cases filming is already done by others, and the Society purchases copies.

In the Society's library the key for the patron is to be able to identify people. Therefore, everything is geared to that. The main points of information used for access in the catalog are places, dates, names of people, special events in people's lives (births, marriages, deaths, etc), and record types known to contain such information.

Problem

From the beginning, as with any library, the task of the library's bibliographic control system has been to efficiently and correctly identify

and make accessible the holdings of the library.

The catalog, now quite old, is the product of a special library environment. It contains several eras of cataloging, most of which was not done according to generally established cataloging procedures, being produced by individuals who didn't know of such procedures. Clear up until the 1960's there were no tracings used in the catalog and there was no authority control. This condition is probably not unlike the condition and development of cataloging in many special libraries around the world. Each has some unique characteristics that shape it.

With the introduction of some library science in the 1960's, subject headings began to be used as well as other tracings. This development was somewhat uneven, perhaps normally so in a special library. Though only loosely controlled, a limited set of subject elements evolved to be used with localities to form "locality subject headings" in the following form:

(country), (county), (town or parish) - (record type or subject)

Denmark, Hjørring, Skallerup - Folklore

Denmark, Hjørring, Skallerup - Military records

Gradually, as concepts began to take effect, more control began to be exercised over subject headings, added entries, main entries, and references. Some card authority files were set up. Their maintenance, however, was still in the hands of cataloging staff who had learned some of the mechanics of the authority files but who for the most part did not grasp the concept and purpose of authority control for ensuring integrity of the file structure and its data content. These files consequently became somewhat untrustworthy.

Gradually, as the staff increased in the number of librarians and other skilled people, more and more of the catalog's problems were discovered and solutions worked out. Some solutions were implemented where possible, but for the most part the catalog was so massive that little could be done. Yet new acquisitions were coming in at the rate of 50,000 microfilms per year plus several thousand books. This material was coming from 40 different countries, covering many different languages.

Here we were, then, in the 1970's with a very large, but inadequate, yet fast growing catalog of a unique segment of the world's information. It contained descriptions of manuscript records that without the Society would be nearly inaccessible to people at large. But other libraries interested in the catalog, which was available nowhere else, couldn't be served very well. Scholars wanting to use our collection for research other than genealogy couldn't be served very well. Long range cost effectiveness in the cataloging process was not evident as the future was considered.

How could we solve the problems of accuracy of entries, authority control, service capacity, and cost effectiveness based on the services the catalog would be expected to perform?

Solution

The answer to all of the above questions was determined by managers, librarians, and systems analysts to exist in the creation of a computer catalog with effective authority control. Naturally, this was easier to say than to do, but the task was undertaken with vigor. The reader will be spared the development details, only to say that language requirements in our particular library setting (with world-wide catalog distribution capability as a goal) posed an interesting challenge.

As a result of what has been done, the library's catalogers are now on-line with computer catalog files. These files are in a PDP 11/70 computer manufactured by Digital Equipment Corporation. The catalogers interact with the files using Beehive International's model 550 terminal. The system, designed by the Society, is a stand-alone system with on-line interactive authority control.

Authority Control Operation

With this background, the authority control scheme can be presented with more meaning.

First of all, let's take a general "walk through" of the library's cataloging process to illustrate authority control in an action setting. "Provisional", i.e., temporary entries (author, title, some fixed fields) are first input by acquisitions clerks from whatever source is available when an item is ordered. When the item is acquired, it is sent to cataloging accompanied by the computer record number of its "provisional" entry. The cataloger calls up the record and completes it. A Senior cataloger reviews and finalizes it (clears it for output). No catalog record can be finalized unless authorities have been matched in the authority files for the following parts of the entry: author, uniform titles, series titles, author added entries, and subject headings. This search and match process is automatic and takes place on-line at the moment of cataloging. If the match was found, the cataloger doesn't even know a search was made. If the desired authority is not in the authority file, an authority must be created or the system locks up that entry as far as output is concerned, even if the cataloger skips by it and fills out the rest of the entry.

To put into the authority file, an authority for which no match has been found, the cataloger simply calls up the appropriate authority file screen. He can quickly search to see if there is a "near duplication", i.e., to see if the authority he wants is really there, but in a slightly different form. If it is, he can then adjust his catalog entry to use it. If he disagrees with the form, he can change it. If the authority he needs is really not there, he simply establishes a new one.

In any case, when an authority is established in the authority file, its key (record number in the authority file) is copied automatically back to the catalog entry being worked on and the cataloger proceeds to finish the entry. This same process holds for any type of authority. As the cataloger is inputting an entry in the catalog file and comes to an authority element, the authority file is searched instantly. If a match is found, the cataloger doesn't even notice a search was done and simply continues to input.

Each authority in the authority file is connected to the catalog entries that use it. The authority number is filed in the catalog entries, not the authority itself. As catalog entries are printed at output time, the proper authorities are automatically fetched for printing.

Authority Control Scheme

To economize the use of storage space and processing time 3 authority file structures were created. However, the cataloger only perceives 2 with which he must consciously deal: non-locality and locality. The screen prompts for inputting non-locality authorities can be seen in Appendix I. Those for locality authorities are in Appendix II.

Non-locality: The non-locality authority file contains normal library catalog authorities: author, uniform title, title main entry, and series. In addition it contains Library of Congress type subject headings, or what we call non-locality subjects (as opposed to our locality subjects).

Locality: The locality authority file is composed of two parts. One part consists of locality names. The other part is a finite list of subject elements that may be added to any locality as desired, to produce a "locality" subject heading. Such a heading is constructed as follows:

country, county, town or parish - subject

Denmark, Hjørring, Skallerup - Biographies

The locality part of the file is composed of the locality names found in the records being cataloged. Catalogers continue to add to this portion as they catalog records from various countries, using the language of the locality the record is about.

The subject part of the file consists of a finite, controlled list of subject elements kept in many languages (see Appendix III). These languages correspond to the countries of our present holdings or present acquisition activity. The subject elements in this file can only be added to or changed with management approval. This structure is the result of a prime objective to put "locality" subject headings in multiple languages. Economies of storage space, programming and processing time had to be achieved to make it feasible.

Each subject element is in 15 languages. Each non-English form points electronically to its English form. As a result, catalog entries

can be output with "locality" subject headings in the language of the country the record is about, or in English. For example:

Czechoslovakia, Česky, Praha - Biography

Československo, Česky, Praha - Životopis

Hungary, Bihar, Szalárd - Biography

Magyarország, Bihar, Szalárd - Életrajzok

Germany, Baden, Karlsruhe - Biography

Deutschland, Baden, Karlsruhe - Biographie

Denmark, Hjørring, Skallerup - Biography

Danmark, Hjørring, Skallerup - Biografi

Following are some sample entries:

JUGOSLAVIJA, HRVATSKA, ŠIBENIK - CRKVENIPOVIJEST

Kulturna baština samostana svetog Frane u Šibeniku

YUG
Book
949.72/S1
K21f

Zadar : Jugoslavenska adademija znanosti i umjetnosti, 1968.

162 str. : ill.

History of the Franciscan monastry in Šibenik, Croatia (formerly Sebenico, Dalmatia).
Historie františkánského kláštera v Šibeniku, Chorvatsku, původně v Dalmacii.

1. Jugoslavija, Hrvatska, Šibenik - Crkvenipovijest.
2. Österreich, Dalmatien, Sebenico - Kirchengeschichte.
3. Franciscans in Yugoslavia.

ČESKOSLOVENSKO, ČESKÝ, LIBĚCHOV - HISTORIE

Čondl, Adolf.

Libĕchov a okolí

CZE
Book
943.71/L1
H2c

Libĕchov : Nákladem místní osvětové komise, 1930.

61 str. : ill.

History of Libĕchov, Czechoslovakia and surrounding vicinity, also called Liboch, Bohemia.
Historie Libĕchova a okolí v Československu. Libĕchor byltéž zván Liboch v Čechách.

1. Československo, Český, Libĕchov - Historie.
2. Österreich, Böhmen, Liboch - Geschichte.

DEUTSCHLAND, NORDRHEIN-WESTFALEN, SCHERFEDE - KIRCHENBÜCHER

EUROPE
Film

Rom.-Kath. Kirche. Sankt Vinzentius. (Scherfede).

Kirchenbuch, 1640-1874

3 reels ; 35 mm.

Mikrofilm aufgenommen in 1977 durch die Genealogische Gesellschaft Utahs von manuskripten im Erzbistums Archiv, Paderborn.

Taufen	1640-1677	B.	1	1056004
"	1695-1819	B.	3-5	1055362
Taufen	1819-1869	B.	6,9	1055362
Taufen	1870-1874	B.	10	1055363
Trauungen	1640-1677	B.	1	1056004
"	1696-1786	B.	3-4	
Trauungen	1786-1874	B.	7	1055362
Sterben	1640-1675	B.	1	1056004
"	1696-1786	B.	3-4	
Sterben	1757-1836	B.	8	1055362
Sterben	1837-1865	B.	9	1055363
Konfirmationen	1775	B.	4	1056004

1. Deutschland, Nordrhein-Westfalen, Scherfede - Kirchenbücher

DANMARK, HJØRRING, RUBJERG - KIRKEBØGER

Danske Folkekirken. Rubjerg sogn.

SCAND
Film

Kirkebøger, 1775-1915

Salt Lake City : Filmed by the Genealogical Society of Utah ;
Hellerup : Arthur G. Hassø, 1950 og 1965

4 ruller ; 35 mm.

Reproduceret fra manuskript i Landsarkivet, Viborg
Omfatter kirkebøger fra Rubjerg sogn i Vennebjerg herred.
Contains church records from Rubjerg parish in Vennebjerg district.
Filmet sammen med Maarup sogn.

INDHOLD:

Fødte og Døbte	1798-1843	049,109 Items 1-3
Fødte og Døbte	1843-1890	049,110 Items 1-2
Fødte og Døbte	1891	411,358 Item 1
Fødte og Døbte	1892-1915	411,357 Item 1
Introducerede	1775-1814	049,109 Items 1-2
Konfirmerede	1814-1843	049,109 Item 3
.	.	.
.	.	.
.	.	.
.	.	.
.	.	.
Døde og Begravede	1892-1915	411,375 Item 1
Til og Afganslister	1843-1875	049,110 Items 1-2
Register	1814-1843	049,109 Item 3
Register	1843-1857	049,110 Item 1

1. Danmark, Hjørring, Rubjerg - Kirkebøger.

ENGLAND, SURREY, SEND - CHURCH RECORDS

BRIT
Film

Church of England. Parish Church of Send.

Parish registers, 1653-1877.

2 reels ; 35 mm.

Microfilm of original records in the County Record Office, Kingston.

CONTENTS:

Bapts.	v. 1-2	1653-1764	----------	991711
"	v. 3, 6-7	1740-1812		Item 2
Bapts.	v. 17-18	1813-1876	----------	991746
"	v. 19	1852-1863		Item 1
Marrs.	v. 1-2	1653-1764	----------	991711
"	v. 8	1754-1769		Item 2
"	v. 10	1773-1812		
"	v. 11-12	1792-1836		
"	v. 13, 16	1813-1876		
Marrs.	v. 16	1837-1876	----------	991746
				Item 1
Banns	v. 9	1762-1791	----------	991711
"	v. 10	1773-1812		Item 2
"	v. 11-12	1792-1836		
Burs.	v. 1-2	1653-1764	----------	991711
"	v. 4	1742-1792		Item 2
"	v. 5-7	1783-1912		
"	v. 20	1813-1877	----------	991746
"	v. 21	1852-1863		Item 1

1. England, Surrey, Send - Church Records.

References

References are made in the authority files in a variety of ways. Two of the most common are described.

In the first case, uniform title authority "A" is to be changed to uniform title authority "B". The status of the authority file, with authority "A" in force, is shown in figure 1. Figure 2 shows the authority file after "A" is changed to "B". Because the authority link to the catalog file remains the same, "B" would be printed at output instead of "A". For historical purposes, the cataloger makes a reference from "A" to "B", as shown.

In the second case, authority "B", which is already in the file, is desired in place of authority "A", which is also in the file. The cataloger calls up authority "A" and makes a reference, pointing "A" electronically to "B" (see figure 3). All the catalog entries that contain the key for authority "A" will still attempt to print "A" at output, but the computer will slide through "A" and print "B" instead as the uniform title.

In both cases the cataloger decides whether or not the reference will be used in the public catalog. In both cases, a simple change in the authority file automatically controls all the catalog entries that use those authorities.

Figure 1. Authority "A"

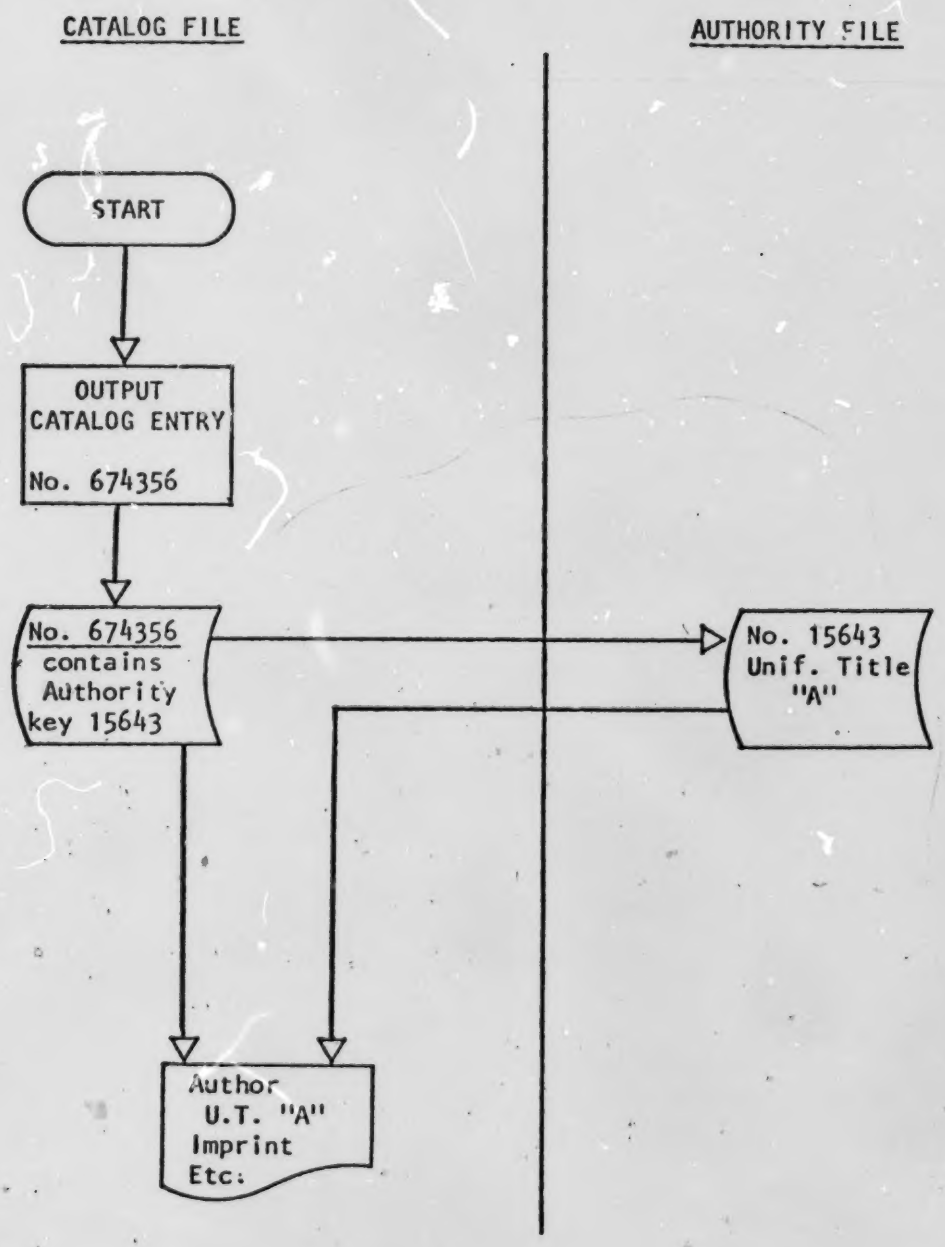


Figure 2. Authority "A" changed to "B"

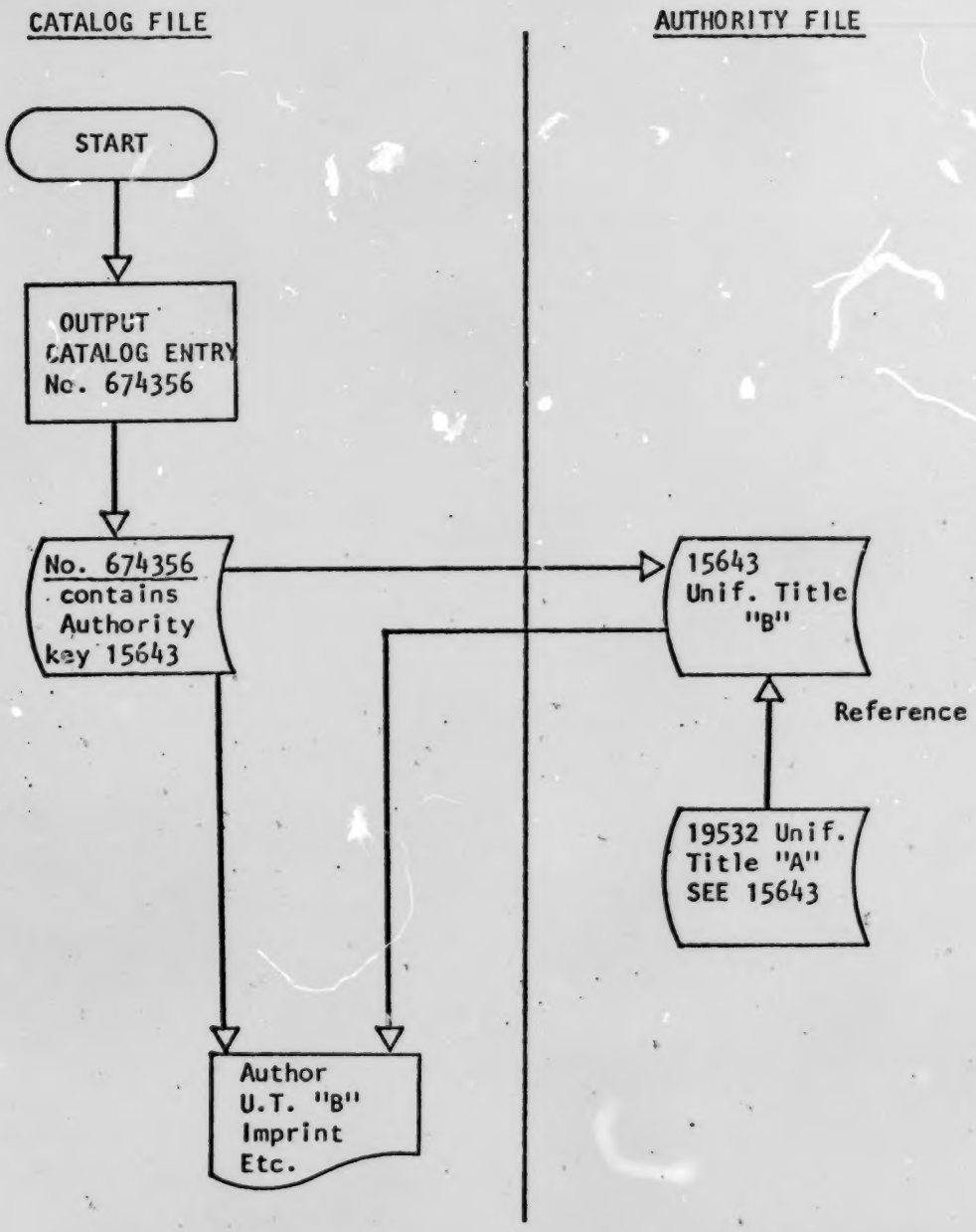
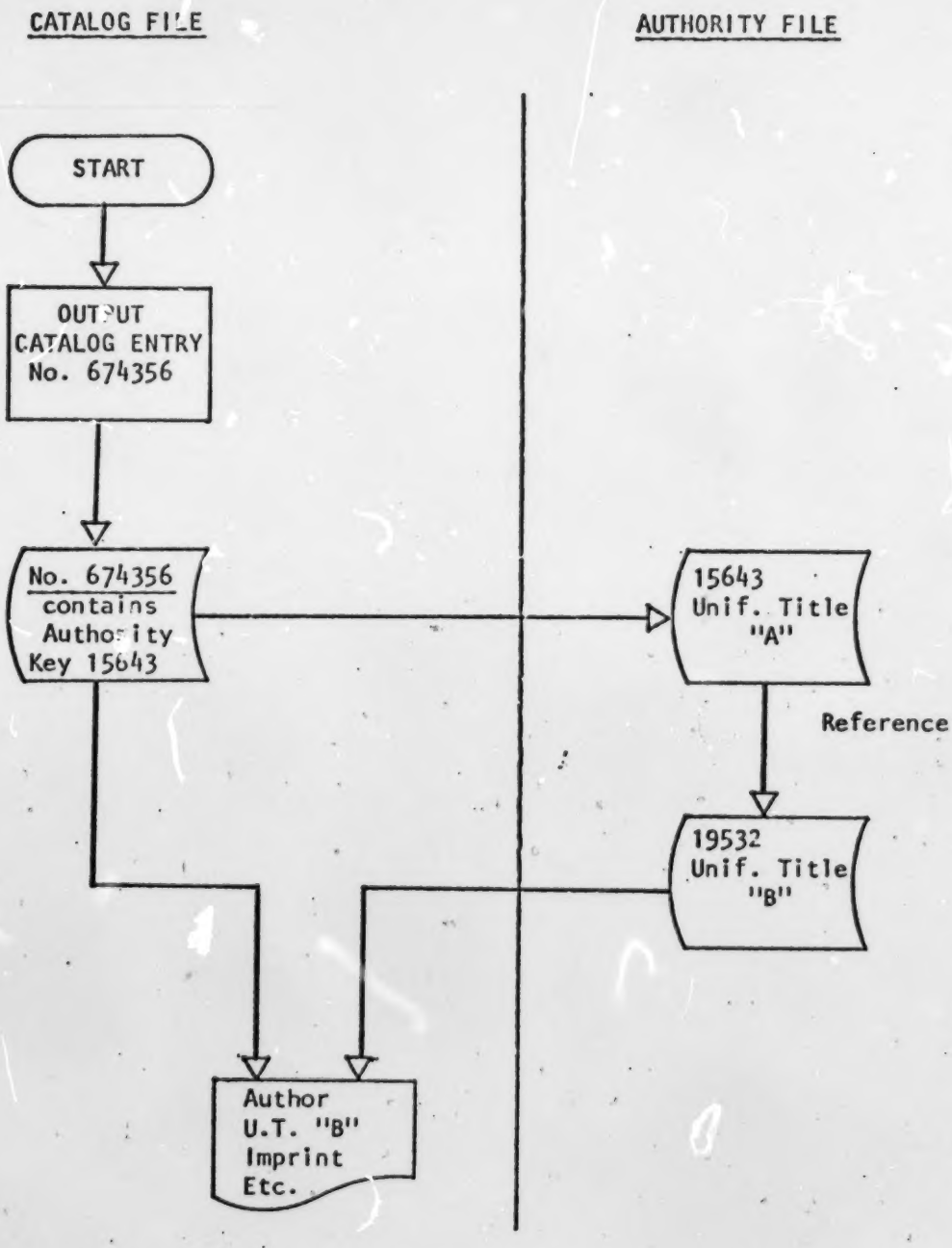


Figure 3. Authority "B" used instead of Authority "A"



PART II

AUTOMATED NAME CATALOG

Introduction

The records on microfilm in the Genealogical Society of Utah's library are old records, mostly handwritten, in many languages, and in several scripts. Many people have trouble reading the records of their own country in early times, and simply cannot cope with the early records of other countries. A great help with this problem is the Society's name extraction program, in which people who have the skill read the old records for names of people. These names and some of the information about them are entered into a 4-Phase system using double take-off. That is, 2 people input the same name from the microfilm. If they match, the name is accepted by the system. If they don't match the names are kicked out for evaluation. The accepted names and associated information are output in a name catalog on microfiche. This catalog is alphabetically arranged, first by geography and then by surname. It is called the Computer File Index, hereafter referred to as the CFI.

The use of this catalog can make some genealogical research much easier since the names are in an easy-to-find and easy-to-read format. If your great great grandmother was Czechoslovakian and you knew her name and probable birth place, you might find her in this name catalog If the Society had filmed and extracted the old records from Czechoslovakia.

Copy service

RANK XEROX

Name Authority Control

Control on name usage is different for names in the CFI than for authors in a library catalog. A variant form is more important than a standard form for unique identification. It is with the variant form that full information must appear. After a user locates the CFI microfiche with the correct state or country heading, the next entry element is the surname of the person he is looking for in the form as he knows it. In order to bring all variant spellings of a name together, yet have them appear in their variant forms with other information for unique identification, a standard spelling is used as an authority. It is printed first and all variant forms appear under it. Cross references are made from actual spellings to the standard spelling, as in normal name authority control in library catalogs.

Example: The spelling BAYER would be found with the note "see BEAR."

Actual spelling
=Bayer **See Bear

Locate BEAR and you will find all spelling variations of the name BEAR in the State or Country:

*Bear
Bear, John
Bayer, John
etc.

* means Standard Spelling

The main purpose of the standard spelling is to spot duplicate entries automatically, because the same person may appear in more than one record with their name recorded differently in different records. By comparing standard spelling with other identifying data, duplicates are spotted and weeded out.

COUNTRY: ENGLAND COUNTY: GLOUCESTER

NAME	FATHER/MOTHER OR SPOUSE	SEX: M MALE/F FEMALE/H HUSBAND/W WIFE	TYPE	EVENT DATE	TOWN, PARISH
= WELLINGES, **SEE WELLING					
= WELLINGS, **SEE WELLING					
WELLINGSON, MARGARET	HENRY WELLINGSON/MAR ANN	F	C	02 DEC 1849	COLEFORD, WESLAYAN METH.
* WELLINGTON					
WALLINGTON	EDWARD WALLINGTON/	M	C	07 JUL 1674	WOTTON UNDER EDGE
WALLINGTON	JACOB WALLINGTON/ELIZABETH	M	C	23 JAN 1684	
WELLENTON	GEORGE WELLENTON/ELIZ	F	C	10 AUG 1690	LITTLE DEAN
WALINGTON	JNO WALINGTON/MARTNA	M	C	1741	WOTTON UNDER EDGE
WALINGTON	SAM WALINGTON/ELIZ	M	C	1741	WOTTON UNDER EDGE
WALLINGTON, ABIGAIL	THO WALLINGTON/	F	C	02 AUG 1670	WOTTON UNDER EDGE
WILLINGTON, ABRAHAM	GEORGE WILLINGTON/	M	C	01 JAN 1665	BRISTOL, SAINT AUGUSTINE
WALLINGTON, ABRAHAM	JOHN WALLINGTON/MARTHA	M	C	12 FEB 1755	HORSLEY
WALLINGTON, AGNES	EDMUNDE WALLINGTON/	F	C	1625	WOTTON UNDER EDGE
WILLINGTON, AGNES	HENRY WILLINGTON/SUSANNA	F	C	09 FEB 1862	LYDNEY
WELLINGTON, AGNES LOUISA	ARTHUR WELLINGTON/CAROLINE	F	C	09 APR 1852	NEWENY

Figure 4. CFI Sample

Locality Authority Control

There can be many variations on locality names in the old records. Localities may change their names or be swallowed up by larger localities. To achieve consistency in the use of a locality name, map coordinates are used in the computer file as an authority determinant. The variations in name for a given coordinate are attached to that coordinate in the file. One of the names is chosen to be the form used in output for the locality at that coordinate. Additional variations are added to the coordinate as they are discovered. The name chosen as the authority is the name found in a gazetteer or other geographic aid accepted by the responsible department in the Society as the source authority for form of name in the CFI. (see figure 4)

Appendix I

Input Screens

Non-locality Authorities

Copy service BANK XEROX

NON. LOCALITY AUTHORITY SEARCH

RECORD TO SEARCH FOR:
Authority or Name

Dates Title Numeration

. . . . . .

RECORD FOUND:
Authority or Name

Dates Title Numeration

. . . . . .

Display the rest of the record found (DIS)

or

Create a new record with the search key as the authority (NEW)

NON. LOCALITY AUTHORITY

CAFKey:
Created:
Last Updated:
Creator:
Unit of Creator:
AuthTyp:
P = Pers Name
C = Corp Name
U = Unif Title
T = Top Subj
Authority or Name

Dates
Title
Numeration
S = Ser Stmt
TypNa:
NFC:
Lang:
EntryOrRef:
(Branch to Ref)
English Pntr: 0000000
Usage Note:

Note in Patron Catalog?
File Differently:

Heading Source:
CIT:

Next?
S = Search More
N = CAF Notes
R = Caf References

NON. LOCALITY AUTHORITY == INFORMATION NOTE UPDATE

CafKey: Created Last Updated:
Creator Unit of Creator: AuthTyp: P = Pers Name
Authority or Name C = Corp Name
U = Unif Title
T = Top Subj
Dates Title Numeration S = Ser Stmt
TypNa: NFC: Lang: EntryOrRef:

Information Note

Note in Patron Catalog? Check Notes Flag?

Next? S = Search More
R = References

NON. LOCALITY AUTHORITY == REFERENCES

CafKey: Created: Last Updated:
Creator: Unit of Creator: AuthTyp: P = Pers Name
C = Corp Name
Authority or Name U = Unif Title
T = Top Subj
Dates Title Numeration S = Ser Stmt
EntryOrRef:

See Reference Number

Authority or Name

Dates Title Numeration

Reference in Patron Catalog?
(Applies to all Ref)

Next? S = Search More
N = CAF Notes

NON. LOCALITY AUTHORITY == REFERENCES

CafKey: Created: Last Updated:
Creator: Unit of Creator: AuthTyp: P = Pers Name
C = Corp Name
U = Unif Title
T = Top Subj
Authority or Name:

Dates Title Numeration S = Ser Stmt
Entry OrRef:

See Also Reference Number

Authority or Name

Dates Title Numeration

Reference in Patron Catalog?
(Applies to all Ref)

Next? S = Search More
N = CAF Notes

Appendix II

Input Screens

Locality Authorities

LOCALITY SEARCH

RECORD TO SEARCH FOR:

Geo. Area Code:
Geographic Area:

. . . . . .

RECORD FOUND:

Geo. Area Code:
Geographic Area:

. . . . . .

Display the rest of the record found (DIS)

or

Create a new record with the search key as the authority (NEW)

LOCALITY AUTHORITY

CafKey: Created Last Updated:
Creator: Unit of Creator:

Geo. Area Code:
Geographic Area:

Call No. Lang: EntryOrRef: (Branch to Ref)
English Pntr: 0000000

File Differently:

Heading Source:
Cit:

More: S = Search More
N = LOC Notes
R = LOC References

Usage Note?

LOCALITY AUTHORITY == INFORMATION NOTE UPDATE

LocKey: Created: Last Updated:
Creator: Unit of Creator:

Geo. Area Code:
Geographic Area:

Call No: Lang: EntryOrRef:
English Pntr: 0000000
Information Note

Note in Patron Catalog? Check Notes Flag?

Next: S = Search More
R = References

LOCALITY AUTHORITY == REFERENCES

LocKey: Created: Last Updated:
Creator: Unit of Creator:

Geo. Area Code:
Geographic Area:

EntryOrRef:

See Reference Number

Geo. Area Code:
Geographic Name:

Reference in Patron Catalog?
(Applies to all REF)

Next? S = Search More
N = LOC Notes

LOCALITY AUTHORITY == REFERENCES

LocKey: Created: Last Updated:
Creator: Unit of Creator:

Geo. Area Code:
Geographic Area:

EntryOrRef:

↘ See Also Reference Number

Geo. Area Code:
Geographic Name:

Reference in Patron Catalog?
(Applies to all Ref)

Next? S = Search More
N = LOC NOTES

Appendix III

Subject Elements

for

Locality Subject Headings

(partial list)

ENGLISH	FOREIGN	
ALMANACS	AFRIK	ALMANAKKE
	CZECH	ALMANACHY
	DAN	ALMANAKKER
Use under names of regions, countries, cities, etc., for annual publications, usually containing a calendar, frequently accompanied by astronomical data, statistics, or other information.	DUT	ALMANAKKEN
	FREN	ALMANACHS
	GER	ALMANACHE
	HUNG	ALMANACHAK
	INDO	ALMANAK
	ITAL	ALMANACCHI
	NORW	ALMANAKKER
	POL	ALMANAKI
	PORT	ALMANAQUES
	RUSS	AL'MANAKHI
	SPAN	ALMANAQUES
	SWED	ALMANACKOR
ARCHIVES AND LIBRARIES	AFRIK	ARGIEWE EN BIBLIOTEKE
	CZECH	ARCHIVY A KNIHOVNY
	DAN	ARKIVER OG BIBLIOTEKER
Use under names of regions, countries, cities, etc., for descriptions of individual archives and libraries, museums etc., or systems of archives and libraries. For works listing holdings add the subdivision INVENTORIES, REGISTERS, CATALOGS. For directories of libraries use the headings ARCHIVES AND LIBRARIES-DIRECTORIES.	DUT	ARCHIEVEN EN BIBLIOTHEKEN
	FREN	ARCHIVES ET BIBLIOTHÈQUES
	GER	ARCHIVE UND BIBLIOTHEKEN
	HUNG	LEVÉLTÁRAK ÉS KÖNYVTÁRAK
	INDO	ARSIP DAN PERPUSTAKAAN
	ITAL	ARCHIVI E BIBLIOTECHE
	NORW	ARKIVER OG BIBLIOTEKER
	POL	ARCHIWA I BIBLIOTEKI
	PORT	AQUIVOS E BIBLIOTECAS
	RUSS	ARKHIVY I BIBLIOTEKI
	SPAN	ARCHIVOS Y BIBLIOTECAS
	SWED	ARKIV OCH BIBLIOTEK

ENGLISH	FOREIGN
BIBLIOGRAPHY Use under names of regions, countries, cities, etc., or as a form subdivision under topical headings for lists of printed books, or printed books and periodicals, which pertain to those subjects. For lists of serials and periodicals alone use the headings PERIODICAL-BIBLIOGRAPHY. For lists of manuscripts use the subdivision INVENTORIES, REGISTERS, CATALOGS.	AFRIK BIBLIOGRAFIE CZECH BIBLIOGRAFIE DAN BIBLIOGRAFI DUT BIBLIOGRAPHIE FREN BIBLIOGRAPHIES GER BIBLIOGRAPHIE HUNG BIBLIOGRÁFIA INDO BIBLIOGRAFI ITAL BIBLIOGRAFIA NORW BIBLIOGRAFI POL BIBLIOGRAFIA PORT BIBLIOGRAFIA RUSS BIBLIOGRAFIYA SPAN BIBLIOGRAFÍA SWED BIBLIOGRAFI
BIOGRAPHY Use under names or regions, countries, cities, etc., or as a form subdivision under topical headings for collected biography. If a work of collected biography is limited in scope to biographies of persons who lived during a particular period of time, assign two subject headings if possible - one to designate the place and one to designate the period, e.g., 1. UNITED STATES-BIOGRAPHY. 2. UNITED STATES-HISTORY-COLONIAL PERIOD, 1600-1775-BIOGRAPHY	AFRIK BIOGRAFIE CZECH ŽIVOTOPIS DAN BIOGRAFI DUT BIOGRAPHIE FREN BIOGRAPHIE GER BIOGRAPHIE HUNG ÉLETRAJZOK INDO BIOGRAFI ITAL BIOGRAFIA NORW BIOGRAFI POL BIOGRAFIA PORT BIOGRAFIA RUSS BIOGRAFIYA SPAN BIOGRAFÍA SWED BIOGRAFI

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ENGLISH		FOREIGN
BUDDHIST DIRECTORIES	AFRIK	BEODDHISTIES ADRESBOEKE
	CZECH	BUDHISTICKÉ ADRESÁŘE
	DAN	
Use under names of regions, countries, cities, etc., for alphabetical or classified lists containing addresses, names of officials, etc., Buddhist sects.	DUT	BOEDDHISTISCHE ADRESBOEKEN
	FREN	
	GER	BUDDHISTISCHE ADRESSBÜCHER
	HUNG	BUDDHISTA CÍMTÁRAK
	INDO	PETUNJUK AGAMA BUDHA
	ITAL	
	NORW	
	POL	BUDDYJSKIE KSIEGI ADRESOWE
	PORT	
	RUSS	BUDDIYSKIYE ADRESNYYE KNIGI
	SPAN	
	SWED	
BUDDHIST RECORDS	AFRIK	BOEDDHISTIES DOKUMENTE
	CZECH	BUDHISTICKÉ ZÁZNAMY
	DAN	
Use under names of regions, countries, cities, etc., for records, documents, registers, etc., created by Buddhist sects.	DUT	BOEDDHISTISCHE DOKUMENTEN
	FREN	
	GER	BUDDHISTISCHE URKUNDEN
	HUNG	BUDDHISTA ADATOK
	INDO	DOKUMEN AGAMA BUDHA
	ITAL	
	NORW	
	POL	DOKUMENTY BUDDYJSKIE
	PORT	
	RUSS	BUDDIYSKIYE ZAPISI
	SPAN	
	SWED	

ENGLISH	FOREIGN	
BUSINESS RECORDS AND COMMERCE	AFRIK	HANDELSAKE
	CZECH	OBCHODNÍ ZÁZNAMY
	DAN	FORRETNINGER OG HANDEL
Use under names of regions, countries, cities, etc., for account books, ledgers, and other papers created in the course of business. Use also for discussions of the business activity, including particularly the exchange of commodities on a wide scale, conducted by or within those places or groups. To designate foreign trade between specified places, additional headings should be assigned for the places involved.	DUT	HANDELSZAKEN
	FREN	DOCUMENTS COMMERCIAUX
	GER	HANDELSAKTEN
	HUNG	KERESKEDELEM
	INDO	KOKUMEN BISNIS DAN PERUSAHAAN
	ITAL	REGISTRI DEL COMMERCIO
	NORW	FORRETNINGSVESEN OG HANDEL
	POL	AKTA HANDLOWE
	PORT	
	RUSS	TORGOVYYE ZAPISI
	SPAN	
	SWED	HANDEL OCH KOMMERS
CEMETERIES	AFRIK	BEGRAAFPLAATSE
	CZECH	HŘBITOVNÍ ZÁZNAMY
	DAN	KIRKEGÅRDE
Use under the name of cities, etc., for works dealing with places of burial; transcripts rubbings, etc., of tombstones and monuments; sexton's records; landscaping and design of graveyards; and works explaining how to transcribe or take rubbings.	DUT	BEGRAAFPLAATSEN
	FREN	CIMETIÈRES
	GER	FRIEDHOFSURKUNDEN
	HUNG	TEMETOK
	INDO	KUBURAN
	ITAL	CIMITERI
	NORW	KIRKEGÅRDER
	POL	DOKUMENTY CMENTARNE
	PORT	
	RUSS	KLADBISHCHA
	SPAN	
	SWED	KYRKOGÅRDAR

ENGLISH	FOREIGN	
CENSUS	AFRIK	VOLKSTELLING
	CZECH	SČITÁNÍ LIDU
	DAN	FOLKETAELLING
	DUT	VOLKSTELLING
	FREN	RECENSEMENT
	GER	VOLKSZAHLUNGEN
	HUNG	NÉPSZÁMLÁLÁSI ADATOK
	INDO	SENSUS
	ITAL	CENSIMENTO
	NORW	FOLKETELLING
	POL	SPIS LUDNOŚCI
	PORT	CENSO
	RUSS	PEREPIS' NASELENIYA
	SPAN	CENSO
	SWED	MANTALSIÃNGD
Use under the names of regions, countries, cities, etc., for official counts of the population of a place, generally including names, vital statistics, or other classified information relating to social and economic conditions or discussions of the same. For summaries or statistical accounts, especially those containing no names, add the subdivision STATISTICS.		
CENTENNIAL CELEBRATIONS, ETC.	AFRIK	FEESTELIKE HERDENKINGE
	CZECH	JUBILEJNÍ OSLAVNÉ ZÁZNAMY
	DAN	JUBILAEER
	DUT	FEESTELIJKE HERDENKINGEN
	FREN	FÊTES CENTENNALES, ETC.
	GER	FESTSCHRIFTEN
	HUNG	TÖRTÉNELMI EMLÉKIRATOK
	INDO	PERAYAAN ULANG TAHUN, DLL.
	ITAL	CELEBRAZION CENTENNALI, ECC.
	NORW	JUBILEER
	POL	KSIEGI PAMIATKOWE
	POST	
	RUSS	PRAZDNOVANIYA GODOVSCHCHIN
	SPAN	
	SWED	ÅRSJUBILÉER, FESTER, ETC.
Use under names of regions, countries, cities, etc., for celebrations of historic events, anniversaries, etc.		

ENGLISH	FOREIGN	
CHRONOLOGY	AFRIK	TYDREKENING
	CZECH	CHRONOLOGIE
	DAN	KRONOLOGI
Use under names of regions, countries, cities, etc., for works discussing dates, calendars, measurement and recording of days, months, and years, etc. Use also as a form subdivision of historical or topical headings for listings of events in order of occurrence.	DUT	TIJDREKENING
	FREN	CHRONOLOGIE
	GER	CHRONOLOGIE
	HUNG	KRONOLÓGIÁK
	INDO	KRONOLOGI
	ITAL	CRONOLOGIA
	NORW	TIDSREGNING
	POL	CHRONOLOGIA
	PORT	
	RUSS	KHRONOLOGIYA
	SPAN	
	SWED	KRONOLOGI
CHURCH DIRECTORIES	AFRIK	KERKALMANAKKE
	CZECH	CÍRKEVNÍ ADRESÁŘE
	DAN	
Use under names of regions, countries, cities, etc., for alphabetical or classified lists containing addresses, names of officials, etc., of Christian churches.	DUT	KERK ALMANAKKEN
	FREN	DIRECTOIRES ECCLÉSIASTIQUES
	GER	KIRCHLICHE ADRESSBÜCHER
	HUNG	EGYHÁZAK NÉV ÉS CÍMTÁRA
	INDO	BUKU PETUNJUK GEREJA
	ITAL	DIRETTORI ECCLESIASTICI
	NORW	
	POL	KSIĘGI ADRESOWE KOŚCIELNE
	PORT	ANUÁRIOS ECLESIÁSTICOS
	RUSS	TSERKOVNYYE ADRESNYYE KNIGI
	SPAN	GUÍAS ECLESIÁSTICAS
	SWED	KYRKOADRESSKALENDRAR

ENGLISH	FOREIGN	
CHURCH HISTORY Use under names of regions, countries, cities, etc., for the history of the Christian church in particular places or among particular peoples. If appropriate for the work in hand, further subdivide by the historical period subdivision.	AFRIK	KERKGESKIEDENIS
	CZECH	CÍRKEVNÍ HISTORIE
	DAN	KIRKEHISTORIE
	DUT	KERKELIJKE GESCHIEDENIS
	FREN	HISTOIRE ECCLÉSIASTIQUE
	GER	KIRCHENGESCHICHTE
	HUNG	EGYHÁZTÖRTÉNET
	INDO	SEJARAH GEREJA
	ITAL	STORIA ECCLESIASTICA
	NORW	KIRKEHISTORIE
	POL	HISTORIA KOŚCIOŁA
	PORT	HISTÓRIA ECLESIÁSTICA
	RUSS	TSERKOVNAYA ISTORIYA
	SPAN	HISTORIA ECLESIÁSTICA
	SWED	KYRKOHISTORIA
CHURCH RECORDS Use under names of regions, countries, cities, etc., for records, documents, registers, etc., created by the Christian church.	AFRIK	KERKREGISTERS
	CZECH	MATRIKY
	DAN	KIRKEBØGER
	DUT	KERKELIJKE REGISTERS
	FREN	REGISTRES ECCLÉSIASTIQUES
	GER	KIRCHENBÜCHER
	HUNG	EGYHÁZI ANYAKÖNYVEK
	INDO	DOKUMEN GEREJA
	ITAL	REGISTRI ECCLESIASTICI
	NORW	KIRKEBØKER
	POL	KSIEGI METRYKALNE
	PORT	REGISTROS PAROQUIAIS* DOCUMENTOS ECLESIÁSTICOS+
	RUSS	TSERKOVNYYE METRIKI
	SPAN	REGISTROS PARROQUIALES* DOCUMENTOS ECLESIÁSTICOS+
	SWED	PADRONESx KYRKOBÖCKER

* For church vital registration
\+ For other church documents
x For church household registration

ETC.